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My No. 2/9/156/86 (H) NEW,  
Ministry of Public Administration, Local  
Government and Home Affairs,  
Torrington Square,  
Colombo 7, 5th October, 1973.

To: All Secretaries and  
Heads of Departments.

**Official Language Policy and its implementation**

Various instances have been brought to my notice of replies to letters received in Tamil going out in Sinhala only. Please note that while a reply to a letter received in Tamil should be sent in Sinhala in accordance with the Official Language Policy it should invariably be accompanied with a Tamil translation.

2. The contents of this circular should be brought to the notice of all officers in your Ministry/Department/Corporation for strict compliance.

(Sgd.) P. H. SIRIWARDENE,  
Secretary,  
Ministry of Public Administration,  
Local Government and Home Affairs.

Sgd. V. C. B. UNANTENNE,  
Director of Establishments.